

Code & Title of Qualification TAA40104 Certificate IV in Training & Assessment

Further Information info@qts.edu.au

Delivery Duration Face to face – recommended structure 15 sessions 3 hours in duration, with self-paced learning activities.

OR

Self-paced – up to 12 months to complete with regular contact with Trainer.

Units of Competency

Unit code	Unit name
TAAENV401A	Work effectively in vocational education and training
TAADEL403A	Facilitate individual learning
TAADEL404A	Facilitate work based learning
TAADEL301A*	Provide training through instruction and demonstration of work skills
TAAENV402A	Foster and promote an inclusive culture
TAAENV403A	Ensure a healthy and safe learning environment
TAADES402A	Design and develop learning programs
TAADEL401A	Plan and organise group-based delivery
TAADEL402A*	Facilitate group-based learning
TAADES401A	Use training packages to meet clients needs
TAAASS401A	Plan and organise assessment
TAAASS402A	Assess competence
TAAASS403A	Develop assessment tools
TAAASS404A	Participate on assessment validation
BSBMKG406A	Build client relationships
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BSBCM405A	Analyse and present research information
*	
BSBCM409A	Promote products and services
*	
BSBAUD402A*	Participate in quality audit
TAAENV404A*	Develop innovative ideas at work
TAADEL405A*	Coordinate and facilitate distance-based learning
TAATAS401A*	Maintain information requirements of training and/or assessment requirements

Target Market In house training for RTO's, supervisors and managers in organisation's.
Flexible delivery for clients employed or wanting to gain employment in Training and/or Assessment.

Assessment Strategies The assessment methods for this certificate include practical demonstration, development of documents, written questions and answers and reports. The assessments are not industry specific, allowing flexibility for assessment to be undertaken in a diverse range of range of learning and assessment environments.

Required Skills/Knowle Effective English skills equivalent to year 10 are required, including communication and interpersonal skills and an ability to write a range of documents.

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Employment or access to an operating training environment.

Workplace Application of Skills and Knowledge Training and assessment activities focus on the application of skills and knowledge in training and assessment environments, such as registered training organisations or training departments of an organisation.

and
Knowledge

Recognition of Prior Learning All candidates have access to recognition of prior learning. Candidates with prior training and/or assessment experience and/or other training and educational qualifications may achieve full or partial through recognition of their previous experiences.